



**Government Efficiency & Openness Committee
City of San Diego**

MEMORANDUM

DATE: February 18, 2005
TO: Mayor and Council Offices
FROM: Councilmember Donna Frye, Chair *Donna Frye*
SUBJECT: Strong Mayor Transition Ad Hoc Citizens Advisory Committee

On February 14, 2005 the Government Efficiency and Openness Committee (GE&O), voted to appoint an ad hoc committee comprised of representatives from the Mayor, Council offices and several community advocacy groups. This committee was formed to provide a public working group for the purposes of assisting and informing the GE&O Committee as the City of San Diego transitions to a strong mayor form of government. We are looking to this group to identify issues that will impact our city's neighborhoods and communities, and help to make the public aware of them.

It is our hope that scheduled progress reports to the GE&O Committee will help to unify the efforts of each city entity throughout this complicated transition process. In considering who your office will nominate to sit on this committee, please apprise them of this information.

The duties and responsibilities of this committee are as follows:

- 1) The Committee is to elect a Chair and Vice-Chair from within its membership to lead and coordinate all orders of business.
- 2) Establish a regular meeting schedule.
- 3) Formulate a list of concerns regarding the Strong Mayor transition that the citizens of San Diego would like addressed.
- 4) Construct a time-line for reporting responses.
- 5) Coordinate meetings with the offices of the City Manager, City Council, City Attorney, and any consulting group selected to assist the City with the Strong Mayor implementation. These meetings will be held to facilitate communication between all interested parties.

- 6) Throughout the course of the next ten months, periodically report findings and updates back to the GE&O Committee.
- 7) Report answers to specific questions related to protocol under the new form of government. Examples may include, but may not be limited to:
 - a) To whom will Councilmembers direct their requests for supporting information, reports, and analyses of issues that now come from the City Manager?
 - b) Who will prioritize and set the agenda for the Councilmembers to discuss and vote on new Council rules and responsibilities during the transition process?
 - c) When and how will a presiding officer for the City Council be chosen? What will be the terms of that office? Will additional staff be required for this office?
 - d) Will other Council offices need increased budgets for expanded office staff?
 - e) What will be the legal and functional obligations of the Mayor's newly appointed Chief Administrative Officer (CAO)?
 - f) What channels will be in place to allow the public to address the Mayor since he or she will not be attending City Council hearings?
 - g) What are the specific job responsibilities of the Office of the Independent Budget Analyst? What will be the fiscal impacts of creating the Office of the Independent Budget Analyst and qualified support staff?
 - h) Will the Council offices require their own Legislative Analyst since the CAO will be working under the Mayor?
 - i) What staffing demands on the budget can be expected as a result of a strong mayor office?
 - j) How will city planning processes and decisions be affected by the separation of the Mayor from the City Council?
 - k) Which branch of government will be responsible for environmental reports and the certification of EIRs?
 - l) Who will constitute the Housing Authority?
 - m) Who will sit on the Redevelopment Agency? To which branch of government will CCDC and SEDC answer? Who has jurisdiction over the city's 10+ other redevelopment project areas?
 - n) Will the Mayor retain his or her exclusive authority to appoint members of the Planning Commission?
 - o) The Rules Committee now handles Council rules, economic development, international airports, port districts, interagency/binational agreements, taxes, fees, labor relations, the City Charter, and intergovernmental relations. How will these responsibilities be split between the City Council and Mayor?
 - p) Who will provide committee reports, analyses, and other information and services now provided by the City Manager?